☐ Construction details

- Restricted use of combustible materials — SOLAS 74 II-2/27, SOLAS 74/78 II-2/34
- Draft stops — SOLAS 74 II-2/28, SOLAS 74/78 II-2/35
- Penetration of A and B-Class bulkheads — SOLAS 74 II-2/23, SOLAS 74 II-2/24, SOLAS 74/78 II-2/18

☐ Main vertical and horizontal zones — SOLAS 74 II-2/18, SOLAS 74 II-2/36, SOLAS 74/78 II-2/24

- Conforms to plans
- A-Class bulkheads
- Bulkheads within main vertical zones — SOLAS 74 II-2/19, SOLAS 74/78 II-2/25
- Fire integrity values — SOLAS 74 II-2/20

○ Additional main vertical zone requirements — SOLAS 74/78 II-2/24, SOLAS 74/78 II-2/25

- Bulkheads deck to deck or equivalent

☐ Fire doors — SOLAS 74 II-2/23, SOLAS 74 II-2/24, SOLAS 74 II-2/37, SOLAS 74/78 II-2/30, SOLAS 74/78 II-2/31

- A-Class in following areas:
  - Main vertical zones
  - Stairway enclosures
  - Control stations
- Control station and local release
- Proper closure
- Free of hold-back hooks
- Fire door indicator panel — SOLAS 74/78 II-2/41-2.4.2
- Tested

☐ Protection of stairways and elevators — SOLAS 74 II-2/22, SOLAS 74 II-2/42, SOLAS 74/78 II-2/29, SOLAS 74/78 II-2/42

- A-Class enclosures
- Fire dampers
- No direct access to spaces containing combustibles
- Authorized services and storage areas — SOLAS 74/78 II-1/41-2.4.4

☐ Windows and side scuttles — SOLAS 74 II-2/26, SOLAS 74/78 II-2/33

- Proper framing
- Glass meets bulkhead integrity requirements
- Special attention in way of embarkation area

Notes: _____



○ Paint lockers — SOLAS 74/78 II-2/18

☐ Ventilation systems — SOLAS 74/78 II-2/32

- Main inlets and outlets can be closed from outside ventilated space — SOLAS 74 II-2/23
- Construction — SOLAS 74 II-2/25
- 2 remote shutdowns
- Galley range ducts — SOLAS 74/78 II-2/41-2.4.3
  - A-Class
  - Grease traps
  - Fixed fire extinguishing system
  - Shutdown
  - Fire damper
- Fire damper if penetrates main vertical zone on deck — SOLAS 74/78 II-2/23
- Conforms to plans
- Separate for enclosed stairways
- Machinery ventilation shutdown — SOLAS 74 II-2/45
- Machinery ventilation fire damper — SOLAS 74 II-2/34

☐ Laundry room ventilation — MSG 021939Z NOV 98

- System clean and clear of potential fire hazards (e.g., lint)
- Adequate cleaning and maintenance program in place

☐ Fire patrols — SOLAS 74 II-2/32, SOLAS 74/78 II-2/40, SOLAS 74/78 II-2/41-2.1.2

- Properly trained
- Portable radios

☐ Smoke detection and alarm system — SOLAS 74/78 II-2/41-2.2

- Accommodation spaces
- Service spaces
- Stairway enclosures
- Corridors

☐ Smoke detection and alarm system fitted above ceilings — SOLAS 74/78 II-2/41-2.3

- In stairways and corridors (if ceilings are made of combustible material)

Notes: _____

☐ Lifebuoys

- Number required — SOLAS 74 III/34, SOLAS 74/78 III/21
- Specifications — SOLAS 74 III/21, SOLAS 74/78 III/30 & 31
- Retro-reflective tape — SOLAS 74/78 III/30

○ Additional lifebuoy requirements — SOLAS 74/78 III/7

- Distribution
- Lifeline
- Waterlights
- Markings
- Smoke signals

☐ Lifejackets

Adult _____ Children _____

- Specifications — SOLAS 74 III/22, SOLAS 74/78 III/32
- Retro-reflective tape — SOLAS 74/78 III/30
- Lights — SOLAS 74/78 III/21
- Whistles — SOLAS 74/78 III/32
- Number of lifejackets rejected_____

○ Stowage of lifejackets — SOLAS 74/78 III/7

☐ Immersion suits and thermal protective aids — SOLAS 74/78 III/21

- Number required

○ Additional immersion suit requirements

- Specifications — SOLAS 74/78 III/33
- Retro-reflective tape — SOLAS 74/78 III/30

☐ Line-throwing apparatus — SOLAS 74 III/23, SOLAS 74/78 III/49

- Specifications

○ Additional line-throwing apparatus requirements

- Number required — SOLAS 74/78 III/17
- Stowage — SOLAS 74/78 III/49

Notes: _____



○ Fire hose made of noncombustible material — SOLAS 74/78 II-2/4, SOLAS 74/78 II-2/21

☐ International shore connection — SOLAS 74 II-2/32, SOLAS 74/78 II-2/19

☐ Fixed gas systems (including machinery and cargo spaces) — SOLAS 74 II-2/8, SOLAS 74/78 II-2/5

- Alarms
- Piping
- Controls
- $CO_2$ storage rooms

○ Instructions and spare parts for fixed gas systems — SOLAS 74/78 II-2/5

☐ Alternate fixed systems in machinery spaces — SOLAS 74 II-2/10, SOLAS 74/78 II-2/9, SOLAS 74 II-2/11, SOLAS 74/78 II-2/10

- Fixed high-expansion foam
- Fixed pressure water-spray

◇ Fixed foam systems in machinery spaces — SOLAS 74 II-2/9

○ Fixed low-expansion foam as supplement in machinery spaces — SOLAS 74/78 II-2/8

☐ Automatic sprinkler, fire alarm, and fire detection systems — SOLAS 74 II-2/12, SOLAS 74 II-2/29, SOLAS 74/78 II-2/12

- Isolation valves
- Pressure gauges
- Wet pipe (fully loaded)
- Alarms (bridge panel)
- Plan (zone plan)
- Pump and tank
- Test valve
- Sprinkler heads are not recessed
- Spare heads

Notes: _____

○ Bridge indicators for watertight doors — SOLAS 74/78 II-1/15

☐ Bilge pumps — SOLAS 74 II-1/18, SOLAS 74/78 II-1/21

- 3 required (4 if criterion numeral is 30 or more)

## Lifesaving Equipment:

☐ Lifeboats

- Number required — SOLAS 74 III/8, 27; SOLAS 74/78 III/20
- Specifications — SOLAS 74 III/9 & 10; SOLAS 74/78 III/41 - 46
- Equipment — SOLAS 70 III/11 & 12; SOLAS 74/78 III/41
- Radiotelephone — SOLAS 74/78 III/6.2
- Operating instructions — SOLAS 74/78 III/9
- Manning — SOLAS 74/78 III/10
- Marking — SOLAS 74 III/20; SOLAS 74/78 III/41
- Retro-reflective tape — SOLAS 74/78 III/30
- Embarkation — SOLAS 74 III/19; SOLAS 74/78 III/11, 22, & 28
- Falls renewed / end-for-end — SOLAS 74/78 III/19

◇ Lifeboats

- Availability — SOLAS 74 III/4
- Hull and fittings — SOLAS 74 III/5 &10
- Capacity — SOLAS 74 III/6 & 7
- Searchlights — SOLAS 74 III/14
- Davits, falls, winches, and stowage — SOLAS 74 III/28, 29, 36

○ Lifeboats

- Stowage — SOLAS 74/78 III/11 & 13
- Launching stations — SOLAS 74/78 III/12
- Launching and recovery procedures — SOLAS 74/78 III/15 & 48

Notes: _____



☐ Additional requirements for vessels with RO-RO decks — SOLAS 74 II-2/30, SOLAS 74/78 II-2/37

- Structural boundaries for horizontal zones
- Manual sprinkler system
- Fire patrol
- Fire call boxes
- Fixed fire extinguishing system
- Additional fire equipment
- Vent system requirements
- Explosion-proof lighting

☐ Additional requirements for vessels with cargo holds intended for carrying motor vehicles with fuel tanks — SOLAS 74 II-2/31, SOLAS 74/78 II-2/38, SOLAS 74/78 II-2/39

- Fixed fire detection and alarm (vessels built after 01 FEB 92 may substitute smoke extraction system)
- Fixed fire extinguishing system
- Special ventilation requirements
- Explosion-proof fixtures

## Machinery:

☐ General condition of engine room / boiler room / machinery satisfactory — SOLAS 74 II-1/23, SOLAS 74/78 II-1/26

- Tank tops, bilge wells, bilges clean

☐ Steering gear — SOLAS 74 II-1/29, SOLAS 74 II-1/30, SOLAS 74/78 II-1/29, SOLAS 74/78 II-1/30

- Main steering gear tested
- Auxiliary steering gear tested
- Communications between bridge / steering gear room
- Indicators for electric motors

○ Steering gear alarms — SOLAS 74/78 II-1/29, SOLAS 74/78 II-1/30

Notes: _____

☐ Accident prevention and occupational health — COMDTINST 16711.12A, ILO 147

- Rails, guards, protective clothing and equipment, warning signs posted in crew work areas

☐ Crew accommodations — COMDTINST 16711.12A, ILO 147

- Habitable conditions
- Adequate lighting and ventilation
- Free of cargo and stores
- Individual berths

☐ Hospital space — COMDTINST 16711.12A, ILO 147

- Designated for ships ≥ 500 GT with 15 or more crew on voyage of more than 3 days
- Not used for stowage or berthing
- Properly operating toilet
- Medicine chest or doctor

☐ Galley — COMDTINST 16711.12A, ILO 147

- Sanitary conditions
- Hot and cold-running water
- Adequately equipped to prepare food
- Mess hall provided for crew

☐ Refrigerator and stores spaces — COMDTINST 16711.12A, ILO 147

- Storage free of insects

☐ Sanitation — COMDTINST 16711.12A, ILO 147

- Toilets working (1/8 crew)
- Showers operate (1/8 crew)
- Wash basins
- Lighted / heated / ventilated

☐ General safety — COMDTINST 16711.12A, ILO 147

- Safe access to all spaces
- Spaces adequately lighted
- No electrical hazards
- Warning notices posted as necessary

Notes: _____



☐ Cargo oil containment — 33 CFR 155.310

- Size
- Drains
- Scupper closures

☐ Fuel oil containment — 33 CFR 155.320

- Portable
- Fixed

☐ Prohibited oil spaces — 33 CFR 155.470

☐ Deck lighting — 33 CFR 155.790

☐ Oil transfer hose — 33 CFR 155.800

- Condition
- Markings
- Hose assembly requirements
- Tests and inspections

☐ Oily water separator — MARPOL Ax. I/16

100 ppm and bilge monitor

15 ppm and bilge alarm

☐ Sludge (oil residue) tank — MARPOL Ax. I/17

☐ Marine sanitation device

- Type (I, II, III) — 33 CFR 159.7
- Nameplate — 33 CFR 159.55
- Placard — 33 CFR 155.59
- Proper operation
- Capacity satisfactory

Notes: _____

| | |
|---|---|
| ☐ Indicators<br>• Illuminated rudder angle indicator<br>• Centerline RPM indicator<br>• Propeller pitch (CPP systems)<br>• Speed and distance indicator<br>• Lateral thrusters | 33 CFR 164.35<br><br><br><br>33 CFR 164.40 |
| ☐ Steering gear instructions<br>• Instructions<br>• Emergency instructions<br>• Block diagram | 33 CFR 164.35 |
| ☐ Emergency steering station<br>• Compass repeaters<br>• Communications | 33 CFR 164.35 |
| ☐ Maneuvering facts sheet with warning statement | 33 CFR 164.35 |
| ☐ EPIRB (406 MHz)<br>• Float-free amount<br>• Battery date current<br>• Hydrostatic release | SOLAS 74/78 IV/7.1.6 |
| ☐ Communications<br>• VHF radio | SOLAS 74/78 IV/6.3<br>33 CFR 26.03 |
| ☐ Navigation bridge radio distress panels<br>• PSS Certificate endorsed | SOLAS 74/78 IV/6.4<br>SOLAS 74/78 IV/6.5<br>SOLAS 74/78 IV/6.6 |
| ☐ 2-way SAR aircraft radio<br>• Located on navigation bridge<br>• Capable of utilizing 121.5 and 123.1 MHz | SOLAS 74/78 IV/7.5 |
| ☐ Radiocommunication personnel<br>• Qualified person assigned only to radiocommunication duties during distress incidents | SOLAS 74/78 IV/16.2 |

Notes: _____



## ☐ Abandon Ship Drill:

| | | |
|---|---|---|
| General alarms / signals | Familiarity with duties | Boat release |
| Muster lists | Provide equipment | Boat operation |
| Muster of crew / passengers | Familiarity with equipment | Egress procedures |
| Crew response | Lower lifeboat | Davit-launched liferaft drill |
| Language understood by crew | Brake operation | Communication w/ bridge |
| Lifejackets | Engine start | Lighting |

(SOLAS 74/78 III/18.3; MSM Vol. II/D5.C.7.h)

Location: _____ Time to Water: _____

Notes: _____

☐ Vessel / Coast Guard SAR plan — SOLAS 74/78 V/15
- Approved
  - Yes
  - No

☐ Operations limitations manual — SOLAS 74/78 V/23

## Pollution Prevention Records:

☐ Current pollution prevention records
- Person-in-charge — 33 CFR 155.700
- Transfer equipment tests and inspections — 33 CFR 156.170
- Declaration of Inspection — 33 CFR 156.150

☐ Oil record book (Part 1) (spot-check) — MARPOL Ax. I/20, 33 CFR 151.25
- Each operation signed by person-in-charge
- Each complete page signed by master
- Book maintained for 3 years

☐ Shipboard oil pollution emergency plan — MARPOL Ax. I/26.1, 33 CFR 151.26
- Approved by flag state / class society
- Contact numbers correct
- Immediate Actions List

☐ Oil transfer procedures — 33 CFR 155.720
- Posted / available in crew's language
- List of products carried by vessel
- Description of transfer system including a line diagram of piping
- Number of persons required on duty
- Duties by title of each person
- Means of communication
- Procedures to top off tanks
- Procedures to report oil discharges

Notes: _____



**Nonconforming Vessel**. Any vessel failing to comply with one or more applicable requirements of U.S. law or international conventions is a nonconforming vessel. A nonconforming vessel is not necessarily a substandard vessel unless the discrepancies endanger the vessel, persons on board, or present an unreasonable risk to the marine environment.

**Substandard Vessel**. In general, a vessel is regarded as substandard if the hull, machinery, or equipment, such as lifesaving, firefighting and pollution prevention, are substantially below the standards required by U.S. laws or international conventions, owing to:

- The absence of required principal equipment or arrangement;
- Gross noncompliance of equipment or arrangement with required specifications;
- Substantial deterioration of the vessel structure or its essential equipment;
- Noncompliance with applicable operational and/or manning standards; or
- Clear lack of appropriate certification, or demonstrated lack of competence on the part of the crew.

If these evident factors as a whole or individually endanger the vessel, persons on board, or present an unreasonable risk to the marine environment, the vessel should be regarded as a substandard vessel.

**Valid Certificates**. A certificate that has been issued directly by a contracting government or party to a convention, or on the behalf of the government or party by a recognized organization, and contains accurate and effective dates, meets the provisions of the relevant convention, and corresponds to the particulars of the vessel and its equipment.

## Manning Certification:

☐ Safe Manning Document — SOLAS 74/78 V/13, IMO Res.A.481(XII)

- Manning in accordance with document
  ***NOTE:*** *If vessel does not have a Safe Manning Document or is not manned in accordance with Safe Manning Document, local Consulate must be contacted and the deficiency resolved prior to vessel's departure from port.*
- Review copy of crew list

☐ Officers' certificates — STCW 95 I/2, STCW 95 I/10, STCW 95 VI/1, STCW 95 VI/2

- Master and chief engineer licenses current
- Navigating and engineering officers' licenses current; ***NOTE:*** *3000 kW = 4023 hp*
- Flag endorsement
- Medical certificates

☐ Crew documents — STCW 95 VI/1

- Documents current
- Medical certificates valid (issued by flag state)
- Minimum age 15 — ILO 147 Art. II

☐ Rest periods — STCW 95 VIII/1

- Review watch schedules

## Logs and Manuals:

☐ Lifesaving equipment maintenance record — SOLAS 74/78 III/19

- Periodic checks as required
- Visual inspection of survival craft / rescue boat and launching appliances
- Operation of lifeboat / rescue boat engines
- Lifesaving appliances, including lifeboat equipment examined

☐ Emergency training and drills — SOLAS 74/78 III/18

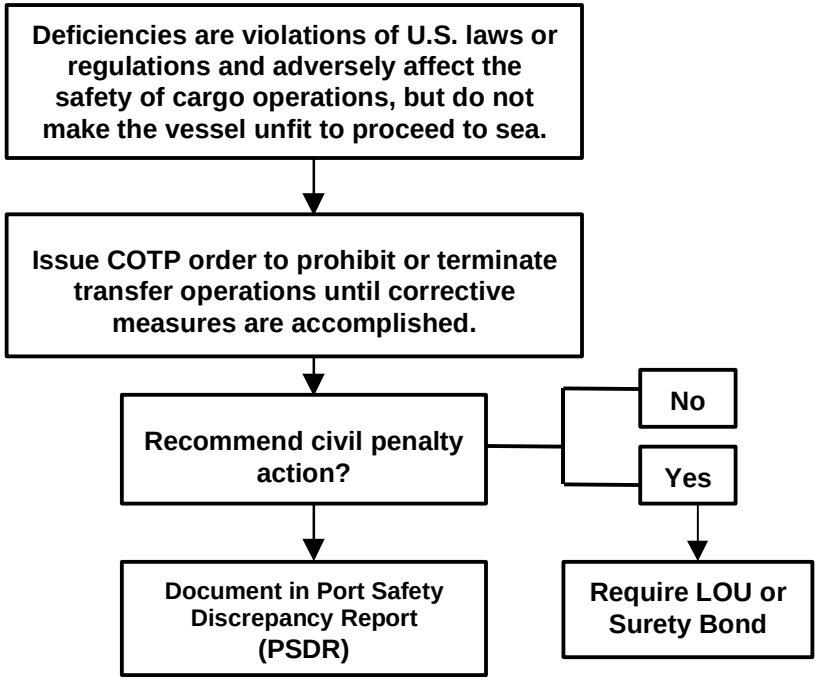
- Onboard training in use of lifesaving equipment (all crew members)
- SOLAS training manual
- Logbook records — SOLAS 74/78 III/18.5
- Weekly and lifeboat drills — SOLAS 74/78 III/25

Notes: _____



**Requiring Corrective Measures Prior to Cargo, Bunkering or Lightering Operations**

## (NO DETENTION)




Examples include the following:

- Oil transfer procedures incomplete.
- Information on properties and hazards of cargoes not on board.
- High and low level alarms inoperative.

## Section 2: Certificates and Documents

**International Certificates:**

| Name of Certificate | Issuing Agency | ID # | Port Issued | Issue Date | Exp. Date | Endors. Date |
|---|---|---|---|---|---|---|
| **Certificate of Registry** No Change | | | | | | |
| **Classification Document** No Change | | | | | | |
| **Certificate of Financial Responsibility (COFR)** No Change | USCG | | | | | |
| **Passenger Ship Safety (PSS)** No Change | | | | | | |
| **International Load Line (ILL)** No Change | | | | | | |
| **International Oil Pollution Prevention (IOPP)** No Change | | | | | | |



**Requiring Corrective Measures Prior to Entry**

**Deficiencies discovered prior to a vessel's entry into port present such a grave risk to the port or the environment that the OCMI/COTP may wish to prevent the vessel from entering port until the deficiencies are corrected.**

↓

**Issue COTP order if the vessel is within the territorial sea.**

Examples include the following:

- Leaking tanks.
- Carrying dangerous cargoes with expired documents.
- Carrying incompatible cargoes.
- Invalid ISM certificates.
- COFR not on board.

## Involved Parties & General Information:

| |
|---|
| Owner's Agent |
| Individual |
| Phone Number |

| |
|---|
| Charterer's Agent |
| Individual |
| Phone Number<br>Same as Owner's Agent |

| |
|---|
| Owner—Listed on DOC or COFR |
| |
| |
| |
| No Change |

| |
|---|
| Operator |
| |
| |
| |
| No Change |

Notes:

## Table of Contents:



Notes:

## Total Time Spent Per Activity:

| Regular Personnel (Active Duty) | | | |
|---|---|---|---|
| ACTIVITY TYPE | ACTIVITY | TRAINING | (PERS) MI |
| | | | |
| | | | |
| | | | |
| | | | |

| TOTAL ADMIN HOURS | TOTAL TRAVEL HOURS |
|---|---|
| | |

| Reserve Personnel | | | |
|---|---|---|---|
| ACTIVITY TYPE | ACTIVITY | TRAINING | (PERS) MI |
| | | | |
| | | | |
| | | | |
| | | | |

| TOTAL ADMIN HOURS | TOTAL TRAVEL HOURS |
|---|---|
| | |

| Auxiliary Resources | |
|---|---|
| TOTAL BOAT HOURS | TOTAL AIRCRAFT HOURS |
| | |

## Conversions:

| Distance and Energy | | | | |
|---|---|---|---|---|
| Kilowatts (kW) | X | 1.341 | = | Horsepower (hp) |
| Feet (ft) | X | 3.281 | = | Meters (m) |
| Long Ton (LT) | X | .98421 | = | Metric Ton (t) |

**Liquid** ***(NOTE:*** *Values are approximate.)*

| Liquid | bbl/LT | $m^3/t$ | $bbl/m^3$ | bbl/t |
|---|---|---|---|---|
| Freshwater | 6.40 | 1.00 | 6.29 | 6.29 |
| Saltwater | 6.24 | .975 | 6.13 | 5.98 |
| Heavy Oil | 6.77 | 1.06 | 6.66 | 7.06 |
| DFM | 6.60 | 1.19 | 7.48 | 8.91 |
| Lube Oil | 7.66 | 1.20 | 7.54 | 9.05 |

**Weight**

| | | | | | |
|---|---|---|---|---|---|
| 1 Long Ton | = | 2240 lbs | 1 Metric Ton | = | 2204 lbs |
| 1 Short Ton | = | 2000 lbs | 1 Cubic Foot | = | 7.48 gal |
| 1 Barrel (oil) | = | 5.61 ft = 42 gal = 6.29 $m^3$ | 1 psi | = | .06895 Bar = 2.3106 ft of water |

**Temperature**: Fahrenheit = Celsius (°F = 9/5 °C + 32 and °C = 5/9 (°F – 32))

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 0 | = | -17.8 | 80 | = | 26.7 | 200 | = | 93.3 |
| 32 | = | 0 | 90 | = | 32.2 | 250 | = | 121.1 |
| 40 | = | 4.4 | 100 | = | 37.8 | 300 | = | 148.9 |
| 50 | = | 10.0 | 110 | = | 43.3 | 400 | = | 204.4 |
| 60 | = | 15.6 | 120 | = | 48.9 | 500 | = | 260 |
| 70 | = | 21.1 | 150 | = | 65.6 | 1000 | = | 537.8 |

**Pressure**: Bars = Pounds per square inch

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 1 Bar | = | 14.5 psi | 5 Bars | = | 72.5 psi | 9 Bars | = | 130.5 psi |
| 2 bars | = | 29.0 psi | 6 Bars | = | 87.0 psi | 10 Bars | = | 145.0 psi |
| 3 Bars | = | 43.5 psi | 7 Bars | = | 101.5 psi | | | |
| 4 Bars | = | 58.0 psi | 8 Bars | = | 116.0 psi | | | |